

STURMINSTER MARSHALL PARISH COUNCIL

Minutes of the Meeting of the Full Council on Thursday 5th February 2026 at 7.30pm at the Memorial Hall

Present: Chair Cllr H Palmer (Chair), Cllr L Seare, Cllr M Steel, Cllr H Fookes, Cllr T Weaver, and Cllr J Jackson

Also in attendance: Mrs A Clothier (Parish Clerk), and Dorset Councillor W Chakawhata

1 APOLOGIES – MEMBERS OF THE COUNCIL.

Cllr S Cade and Cllr L Purtil gave their apologies, and these were accepted by the committee.

2 DECLARATIONS OF INTEREST

Cllr Chakawhata declared an interest in item on Wimborne Folk Festival

3 MEMBERS OF PUBLIC –

There were two members of the public present. There were no comments.

4 POLICE REPORT

Clerk to chase a report for the March meeting. Police were seen doing speed checks in the village.

Action: Clerk to request Police report.

5 MINUTES

The minutes of the Full Council Meeting held on 8th January 2026 were approved as true record of the meeting.

6 MATTERS ARISING

A report from the Clerk which had been circulated and is attached to these minutes as **Appendix 1**. Ongoing issues from the Clerks Report are:

- i. Memorial Hall Registration
- ii. Defibrillator at Jubilee Cross

7 AMENITIES AND FACILITIES

- i. Playground – to discuss monthly report and damaged crow’s nest swing. Crow’s nest swing has been replaced. Nothing else to report.
- ii. Churchill Close Green –
 - a. Electrical Box – the electrical box work not complete due to the weather
 - iii. Maypole – A quotation of £950 has been received to replace the Maypole. This price does not currently include reinstatement of the weather vane; a revised figure including this addition has been requested. The quotation was agreed in principle, with the weather vane element to be confirmed by email. The contractor recommended purchasing a new telegraph pole for the installation. The Clerk will liaise with the contractor regarding appropriate size and height and will circulate updated prices. Hooks will also be required for the Maypole ribbons.
Action: Clerk to circulate updated price and price of telegraph pole
- iv. Memorial Hall –

- a) To discuss Memorial Hall registration and lease – new version of the lease expected shortly.
- b) To discuss funding requests – a meeting will be held with the Parish Council at the end of February to discuss funding and the lease.
- c) To discuss spare filing cabinet - all in agreement to give the empty filing cabinet to the Memorial Hall committee

Action: Clerk to confirm date of Memorial Hall meeting

- v. To report on progress of the repair of WI bench at Millmoor – the options for recycled plastic benches were examined at it was concluded that a 2 person bench in brown would be ordered at a cost of £350 plus delivery. Cllr Jackson to speak to landowner to confirm permission.

Action: Cllr Jackson to speak to landowner. Clerk to order new bench.

- vi. To discuss defibrillator request at Jubilee Cross – Clerk to contact Lytchett Matravers WI regarding fundraising.

Action: Clerk to discuss funding with WI.

- vii. To discuss progress on Community Asset Transfer of Charborough Way Green – no update

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ENVIRONMENT

- a. Climate Change Action Plan

- i. To discuss ideas for Grow at Home Scheme –Seed price information had been circulated prior to the meeting. A project budget of £300 was agreed. It was proposed to offer starter packs containing seed trays, seeds, and compost in order to gauge community interest and uptake. The inclusion of small fruit trees was also discussed, but it was agreed to start the project with seeds. A table will be set up at the upcoming litter pick event to promote the scheme, following an article in the newsletter. Sunflowers will be included specifically for children.

Action: Clerk to include article on Grow at Home scheme in the newsletter

- ii. To consider recent flooding in the parish and identify any necessary actions. Recent flooding in the parish was discussed and described as unprecedented. Newton Road was particularly badly affected and was closed, and Back Lane also experienced significant flooding. The Hall was opened to provide toilet facilities for those affected. Concerns were raised that the response from Dorset Council Highways was slow. Cllr Fookes will prepare and submit a flood report to Dorset Council.

The reporting process was clarified: residents should contact Floodline, with information then passed to the Environment Agency and Dorset Council. It was agreed that residents need clearer guidance on what to do and how to prepare, and that the Parish Council could help promote this information. Households prone to groundwater flooding may need to consider having pumps available. It was noted that sandbags are not effective against groundwater flooding.

Sandbags had been expected to be available at QE but this was not the case.

Locally, flood wardens only had empty sandbags, which were distributed. The Parish Council will ask Dorset Council about sandbag provision and whether supplies can be made available locally. Cllr Chakawhata highlighted the importance of leadership in a crisis and suggested organising more locally stored sandbags.

While recognising the seriousness of the situation, it was acknowledged that the Parish Council cannot resolve all flooding issues directly, and that raising awareness and encouraging residents to develop their own flood plans may be the most practical approach.

Action: Clerk to enquire about sandbag provision.

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TRAFFIC & TRANSPORT

	<ul style="list-style-type: none"> i. A31 / A350 and Related Matters – A31 condition is poor at present. Pothole in Church Street reported. Newton Road is now repaired. ii. 20mph Speed Limit Application – awaiting speed survey iii. Jubilee Cross / Wimborne Road – no update.
10	<p><u>REPORTS</u></p> <p>To receive reports from representatives of the following:</p> <ul style="list-style-type: none"> i Alms House Charity – the roof is complete. Electrical work will be taking place shortly. ii Memorial Hall – kitchen refurb will commence on 18th March. The committee will clear out the committee room to use for space for the kitchen work. There will be a washing machine in the new kitchen. There will be an open day after the kitchen has been refurbished. iii DAPTC – Clerk’s Conference in February, AGM in March iv. Flood Wardens – as above. Groundwater information will be put on the website. v. School – no report iv. Speedwatch – no report vii Dorset Councillor – The Dorset Council budget is expected within the next week. Approximately 80% of expenditure is allocated to adult and children’s care services. Road safety concerns were highlighted, including speeding on Newton Road and two fatalities on Blandford Road in December. A meeting is planned with Mark Adams regarding White Mill Bridge. The Parish Council was advised to be cautious when considering any asset transfers. It was also noted that there is potential for the Eastern Planning Committee to be moved to Dorchester. A boundary review is underway.
11	<p><u>FINANCE</u></p> <ul style="list-style-type: none"> i. Accounts for payment. To receive invoices and approve payments as per Schedule of payments. See Appendix 4. It was RESOLVED to APPROVE the payments with all in agreement. ii. To receive the monthly bank reconciliation– the monthly bank reconciliation, budget report was received, noted, and agreed. iii. Assession 10 requirements – to approve data map. The requirements around GDPR and Assertion 10 were discussed including the preparation of a data map for the Parish Council. The data map was circulated in advance of the meeting and was approved. iv. Risk Assessment – to establish location of trophies. During the weeding of files in the Committee Room the Clerk and Chair also undertook an inventory of the village trophies. It was noted that some were missing, having been handed out in the 1990’s. As these are part of the Parish Council assets it was thought that a request for the return of any village trophies could be published. This was agreed. Action: Clerk to appeal for return of any village trophies.
12	<p><u>POLICIES</u></p> <ul style="list-style-type: none"> i. To adopt Media and Press Policy – the policy was adopted ii. To adopt Co-Option Policy - the policy was adopted iii. To adopt Data Protection Policy - the policy was adopted
13	<p><u>OPEN MEETING</u></p> <ul style="list-style-type: none"> i. To consider a speaker for the 2026 Open Meeting – it was suggested that Environment Agency and Cllr Nick Ireland could be approached to speak.
14	<p><u>CORRESPONDENCE</u></p> <ul style="list-style-type: none"> • Support for Wimborne Folk Festival – no support offered at this time • Parking at Old School – Clerk to contact the Old School regarding the No Parking sign.

15	<ul style="list-style-type: none"> • BBQ on the Green – email received from the organisers of BBQ on the Green which will take place in Sturminster Marshall again in 2026. Clerk to respond to say that the Parish Council supports the cause but asks the organisers to be considerate to residents and for organisers to police the parking, noise and litter. It was noted that the event will be finished by 10pm. Action: Clerk to respond to BBQ on the Green organisers. <p><u>PARISH MATTERS</u></p> <ul style="list-style-type: none"> • Litter near Worlds End – Clerk to report to Dorset Council • Sign at Mapperton has rotted and fallen - Clerk to report to Dorset Council <p><u>The Parish Council meeting was suspended at 20.49pm whilst the Planning Committee took place. See minutes 5th February 2026 for details.</u></p> <p><u>The Parish meeting re-convened at 21.14pm</u></p> <p><u>DATE AND TIME OF NEXT MEETING</u> – Thursday 5th March 2026 at 7.30pm</p> <p>There being no other business the meeting closed at 21.14</p> <p>Signed _____ Chairman 5th March 2026</p>
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Appendix 1

Clerks Report 05.02.26

Minute Number	Topic	Action	Progress
9 th January Minute 8 (iv)	Environment	Clerk to query Mapperton Ditch with Community Highways Officer	This is on the highways works list of jobs for next financial year.
9 th January Minute 9 (ii)	Traffic and Transport	Speed sign on Mill Lane	This is on the highways works list of jobs
5 th June Minute 7	Amenities	Memorial Hall Registration	All progressing – updated version of the lease expected.
17 th July Minute 7	Amenities and Facilities	Electrical box	Works to take place as soon as possible.
17 th July Minute 7	Amenities and Facilities	Clerk to ask SSE whether they can assist with delivery and installation of Maypole	Quote for installation received.
17 th July Minute 7	Traffic and Transport	To move forwards with 20mph application including online consultation	Awaiting results of the three speed surveys
4 th September Minute 8	Playground	Clerk to obtain a quote for the playground repairs	Works confirmed with Dorset Council – delayed due to weather
4 th September Minute 8	Asset Transfer	Clerk to contact Dorset Council about the transfer of Charborough Way Green	The CAT request for Charborough Way Green is now logged with Dorset Council and is being progressed.
2 nd October Minute 8	Millmoor Bench	Clerk to obtain quote to new bench	I have contacted the landowner on the last email address we held but heard no response. See main agenda
2 nd October Minute 8	Jubilee Cross Defibrillator	Clerk to investigate grant funding towards a defibrillator at Jubilee Cross, obtain contact details, and approach Lytchett Motors and Forest Hill Care Home regarding possible support.	There are packages from both British Heart Foundation and London Hearts that offer defibrillators and cabinets for around £1000. This is not a managed service package so the Parish Council would need to buy pads and batteries when necessary. The Lytchett Matravers did raise £50 for a Lytchett defibrillator so could be asked to see if they would raise money for this or someone could set up crowd funding. Another conversation needs to take place with Lytchett Motors on positioning.
4 th December Minute 9	Traffic and Transport	Clerk to report white lines at Church Corner and A31 surfacing.	White lines raised again with the Community Highways Officer

4 th December Minute 12	Correspondence	Clerk to ask for Dorset Council to fix the bin in place at end of Trailway	Request submitted
8 th January Minute 7	Playground	Order crows nest swing	Ordered and installed.
8 th January Minute 9	Traffic and Transport	Jubilee Cross/Wimborne Road	I have chased James Hussey from Dorset Council for an update on the speed review
8 th January Minute 11	Risk Assessment	Send out Risk Assessment	Complete
8 th January Minute 13	Litter Pick	Book equipment	Complete
8 th January Minute 15	Parish Matters	Parish Council Vacancy to be advertised	This was included in the Parish Council newsletter
Other		<p>Bronze Award</p> <p>Policy Review</p> <p>Memorial Hall filing</p> <p>Precept Request</p> <p>Highways Meeting</p>	<p>Application submitted – feedback received and resubmission completed.</p> <p>Review commenced – policies on main agenda</p> <p>Weeding of files in cabinets complete.</p> <p>Submitted and confirmed</p> <p>The following issues were discussed:</p> <ul style="list-style-type: none"> • Ditch at Mapperton • White Lines / Slow Markings – Church Corner • Frog Lane Blockage • Street Signs – Missing – Railway Drive, Station Road – suggested Cllr Chakawhata to chase • White Mill Bridge – damage and speed on Mill Lane • Damage to 30mph sign – Poole Road • Wimborne Road Pavement and drains • Over grown Hedges – High Street

			<ul style="list-style-type: none"> • Cattle Sign – Mill Lane, still missing. • Pothole – Badbury Rings Road
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Upcoming Training

Clerk's Conference

DAPTC AGM

Planning Update

Schedule of Payments	January payments ratified February					
Payments made						
Payee	Details	Gross	VAT	Net	Chq No.	Invoice number
Barclays	Account Fee	£8.50	£0.00	£8.50		
Vodafone	January Phone Bill	£30.00	£5.00	£25.00	Direct Debit	
Alison Clothier	January Salary	£1,330.34	£0.00	£1,330.34	Standing Order	
		£1,368.84	£5.00	£1,363.84		
Payments to be made						
Payee	Details	Gross	VAT	Net	Chq No.	Invoice number
Alison Clothier	January expenses - mileage and Zoom subscription and printer cartridge	£59.65	£7.95	£51.70	Transfer	
Dorset County Pension Fund	Clerks Pension for January	£392.70	£0.00	£392.70	Transfer	
HMRC	National Insurance and Income Tax January	£281.87	£0.00	£281.87	Transfer	
Dorset Council	SID Security	£192.00	£32.00	£160.00	Transfer	1801564072
Community Heartbeat Trust	Annual Support- Mapperton Defib	£162.00	£27.00	£135.00	Transfer	20794
Starboard Systems Limited	Scribe Renewal	£792.00	£132.00	£660.00	Transfer	15025
Dorset DIY	Bench Removal and disposal - King Street	£80.00	£0.00	£80.00	Transfer	57
Can I Cut It	Basket Swing Removal	£50.00	£0.00	£50.00	Transfer	393
Sturminster Marshall Memorial Hall	Rent of Rooms	£22.50	£0.00	£22.50	Transfer	SMMH5173
Sutcliffe Play	New basket swing and installation	£1,294.80	£215.80	£1,079.00	Transfer	7730
		£3,327.52	£414.75	£2,912.77		

Sturminster Marshall Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/01/2026		
	Cash in Hand 01/04/2025		94,772.03
	ADD		
	Receipts 01/04/2025 - 31/01/2026		102,337.27
			197,109.30
	SUBTRACT		
	Payments 01/04/2025 - 31/01/2026		71,457.23
A	Cash in Hand 31/01/2026 (per Cash Book)		125,652.07
	Cash in hand per Bank Statements		
	Petty Cash	31/01/2026	0.00
	Natwest - Current Account	31/01/2026	0.00
	Natwest - Business Reserve	31/01/2026	0.00
	Barclays Current	31/01/2026	31,627.34
	Barclays Savings	31/01/2026	70,921.22
	CCLA	31/01/2026	25,063.73
			127,612.29
	Less unrepresented payments		1,960.22
			125,652.07
	Plus unrepresented receipts		
B	Adjusted Bank Balance		125,652.07
	A = B Checks out OK		